APPENDIX B

ICAO FLIGHT PLANS

1. ICAO model flight plan.

2. Instructions for the completion of the flight plan form.

3. Instructions for the transmission of a filed flight plan (FPL) message.

4. Instructions for the transmission of a supplementary flight plan (SPL) message.

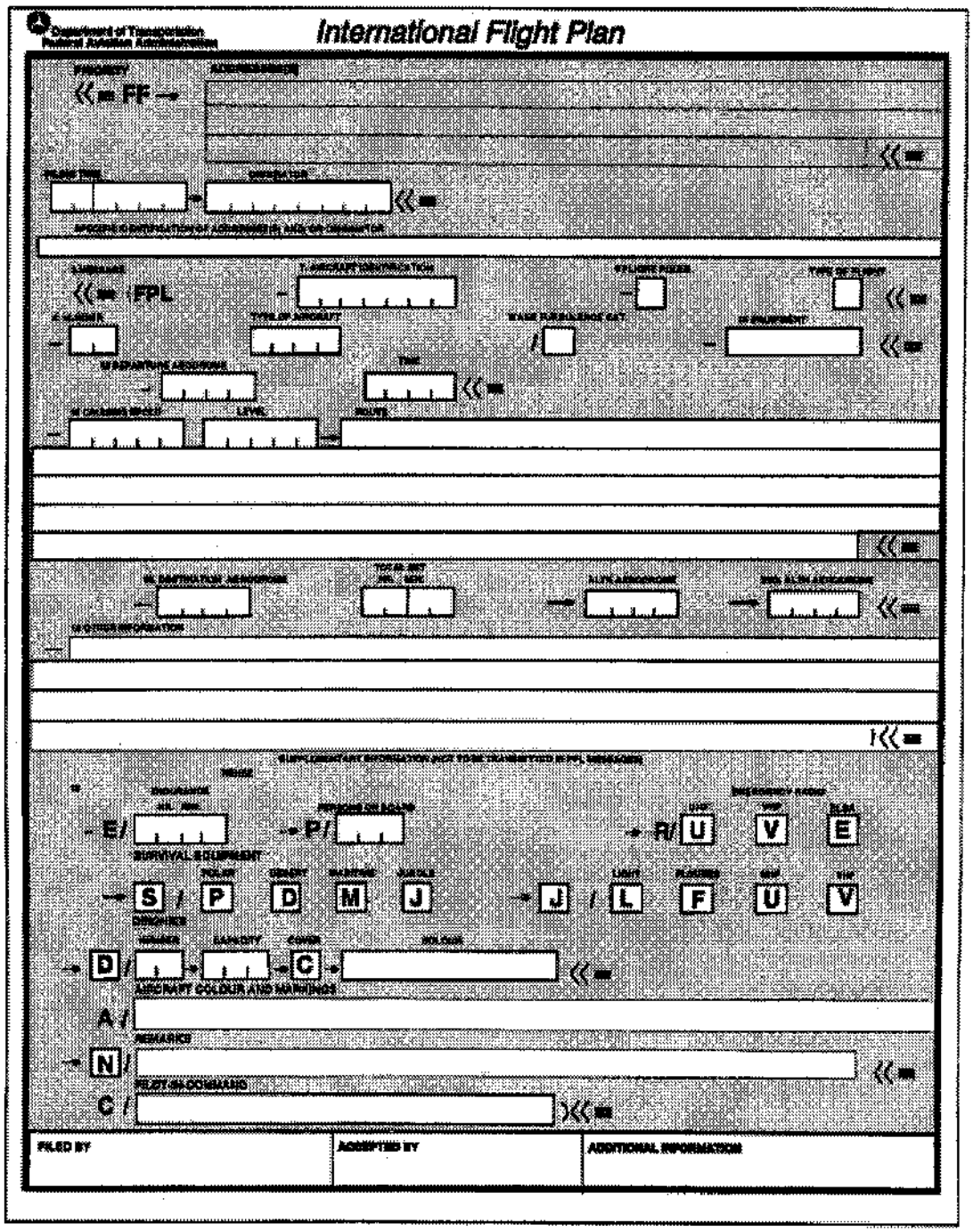
5. Example of completed flight plan form.

6. ICAO model repetitive flight plan (RPL) listing form.

7. Instructions for the completion of the repetitive flight plan (RPL) listing form.

8. Example of a completed repetitive flight plan (RPL) listing form.

1. ICAO Model Flight Plan Form



2. Instructions for the completion of the Flight Plan Form

2.1. General

Adhere closely to the prescribed formats and manner of specifying data.

Commence inserting data in the first space provided. Where excess space is available leave unused spaces blank.

Insert all clock times in 4 figures UTC.

Insert all estimated elapsed times in 4 figures (hours and minutes).

Shaded area preceding Item 3 - to be completed by ATS and COM services, unless the responsibility for originating flight plan messages has been delegated.

Note- The term "aerodrome" where used in the flight plan is intended to cover also sites other than aerodromes which may be used by certain types of aircraft, e.g. helicopters or balloons.

2.2. Instruction for insertion of ATS data.

Complete Items 7 to 18 as indicated hereunder.

Complete also Item 19 as indicated hereunder, when so required by the appropriate ATS authority or when otherwise deemed necessary.

Note- Item numbers on the form are not consecutive, as they correspond to Field Type numbers in ATS messages.

ITEM 7: AIRCRAFT IDENTIFICATION (MAXIMUM 7 CHARACTERS)

INSERT one of the following aircraft identifications, not exceeding 7 characters:

a. The registration marking of the aircraft (e.g. EIAKO, 4XBCD, N2567GA), when:

(1) In radiotelephony the call sign to be used by the aircraft will consist of this identification alone (e.g. OOTEK), or preceded by the ICAO telephony designator for the aircraft operating agency (e.g. SABENA OOTEK);

(2) The aircraft is not equipped with radio;

OR b. The ICAO designator for the aircraft operating agency followed by the flight identification (e.g. KLM511, NGA213, JTR25). When in radiotelephony, the call sign to be used by the aircraft will consist of the ICAO telephony designator for the operating agency followed by the flight identification (e.g. KLM511, NIGERIA213, HERBIE25).

Note - Provisions for the use of radiotelephony call signs are contained in Annex 10, Volume II, Chapter 5. ICAO designators and telephony designators for aircraft operating agencies are contained in Doc 8585 - Designators for Aircraft Operating Agencies, Aeronautical Authorities and Services.

ITEM 8: FLIGHT RULES AND TYPE OF FLIGHT (1 OR 2 CHARACTERS)

Flight Rules

INSERT one of the following letters to denote the category of flight rules with which the pilot intends to comply:

I if IFR.

V if VFR.

Y if IFR first.*

Z if VFR first.*

*If indicating either Y or Z, specify in Item 15 the point or points where a change of flight rules is planned.

Type of Flight

INSERT one of the following letters to denote the type of flight when so required by the appropriate ATS authority:

S if scheduled air transport.

N if nonscheduled air transport operation.

G if general aviation.

M if military.

X if other than any of the defined categories above.

ITEM 9: NUMBER AND TYPE OF AIRCRAFT AND WAKE TURBULENCE DATA

Number of aircraft (1 or 2 characters)

INSERT the number of aircraft, if more than one.

Type of aircraft (2 to 4 characters)

INSERT the appropriate designator as specified in ICAO Doc 8643, *Aircraft Type Designators*,

OR if no such designator has been assigned, or in case of formation flights comprising more than one type,

INSERT ZZZZ, and SPECIFY in Item 18 the number(s) and type(s) of aircraft preceded by TYP/

Wake Turbulence category (1 character)

INSERT an oblique stroke followed by one of the following letters to indicate the wake turbulence category of the aircraft:

H HEAVY, to indicate an aircraft type with a maximum certificated take-off mass of 136,000 kg or more;

M MEDIUM, to indicate an aircraft type with a maximum certificated take-off mass of less than 136,000 kg but more than 7,000 kg; or

L LIGHT, to indicate an aircraft type with a maximum certificated take-off mass of 7,000 kg or less.

ITEM 10: EQUIPMENT

Radio communication, navigation and approach aid equipment

INSERT one letter as follows:

N if no COM/NAV/ approach aid equipment for the route to be flown is carried, or the equipment is unserviceable;

OR

S if standard COM/NAV/ approach aid equipment for the route to be flown is carried and serviceable *(See Note 1);*

AND/OR

INSERT one or more of the following letters to indicate the COM/NAV/ approach aid equipment available and serviceable:

A (Not allocated)	I Inertial Navigation	R RNP type certification *(See Note 5)*
B (Not allocated)	J (Data Link) *(See Note 3)*	T TACAN
C LORAN C	K MLS	U UHF RTF
D DME	L ILS	V VHF RTF
E (Not allocated)	M Omega	W when prescribed by ATS
F ADF	O VOR	X when prescribed by ATS
G (GNSS)	P (Not Allocated)	Y when prescribed by ATS
H HF RTF	Q (Not Allocated)	Z Other equipment carried *(See Note 2)*

Note 1 Standard equipment is considered to be VHF RTF, ADF, VOR, and ILS, unless another combination is prescribed by the appropriate ATS authority.

Note 2 If the letter Z is used, specify in Item 18 the other equipment carried, preceded by COM/ and/or NAV/ , as appropriate.

Note 3 If the letter J is used, specify in Item 18 the equipment carried, preceded by DAT/ . followed by one or more letters, as appropriate.

Note 4 Information on navigation capability is provided to ATC for clearance and routing purposes.

Note 5 Inclusion of letter R indicates that an aircraft meets the RNP type prescribed for the route segment(s) and/or route(s) concerned.

Surveillance equipment

INSERT one or two of the following letters to describe the serviceable surveillance equipment carried:

SSR equipment:

N Nil.

A Transponder - Mode A (4 digits - 4,096 codes).

C Transponder - Mode A (4 digits - 4,096 codes) and Mode C.

X Transponder - Mode S without both aircraft identification and pressure-altitude transmission.

P Transponder - Mode S, including pressure-altitude transmission, but no aircraft identification transmission.

I Transponder - Mode S, including aircraft identification transmission, but no pressure-altitude transmission.

S Transponder - Mode S, including both pressure-altitude and aircraft identification transmission.

ADS equipment:

D ADS capability.

ITEM: 13 DEPARTURE AERODROME AND TIME (8 CHARACTERS)

INSERT the ICAO four-letter location indicator of the departure aerodrome,

OR if no location indicator has been assigned,

INSERT ZZZZ, and SPECIFY, in Item 18, the name of the aerodrome, preceded by DEP/ ,

OR if the flight plan is received from an aircraft in flight,

INSERT AFIL, and SPECIFY, in Item 18, the ICAO four-letter location indicator of the location of the ATS unit from which supplementary flight plan data can be obtained, preceded by DEP/ ..

THEN, WITHOUT A SPACE,

INSERT for a flight plan submitted before departure on the same day, use estimated 4-digit off-block time (HHMM),

OR, for a flight plan that will be activated on a different day, use a 6-digit date-time group; the first 2 digits will be the date and the next 4 digits will be the proposed departure time (DDHHMM).

ITEM 15: ROUTE

INSERT the *first cruising speed* as in (a) and the *first cruising level* as in (b), without a space between them.

THEN, following the arrow, *INSERT* the route description as in (c).

(a) Cruising speed (maximum 5 characters)

INSERT the True Air Speed for the first or the whole cruising portion of the flight, in terms of:

Kilometers per hour, expressed as K followed by 4 figures (e.g. K0830), or

Knots, expressed as N followed by 4 figures (e.g. N0485), or

Mach Number, when so prescribed by the appropriate ATS, authority to the nearest hundredth of unit Mach, expressed as M followed by 3 figures (e.g. M082).

(b) Cruising level (maximum 5 characters)

INSERT the planned cruising level for the first or the whole portion of the route to be flown, in terms of:

Flight Level, expressed as F followed by 3 figures (e.g. F085; F330); or

*Standard Metric Level in tens of meters, expressed as S followed by 4 figures (e.g. S1130); or

Altitude in hundreds of feet, expressed as A followed by 3 figures (e.g. A045; A100); or

Altitude in tens of meters, expressed as M followed by 4 figures (e.g. M0840); or

for uncontrolled VFR flights, the letters VFR.

*When so prescribed by the appropriate ATS authorities.

(c) Route (including changes of speed level and/or flight rules)

Flights along designated ATS routes

INSERT, if the departure aerodrome is located on or connected to the ATS route, the designator of the first ATS route,

OR, if the departure aerodrome is not on or connected to the ATS route, the letters DCT followed by the point of joining the first ATS route, followed by the designator of the ATS route.

THEN

INSERT each point at which either a change of speed or level, a change of the ATS route, and/or a change of flight rules is planned,

Note - When a transition is planned between a lower and upper ATS route and the routes are oriented in the same direction, the point of transition need not be inserted.

FOLLOWED IN EACH CASE

by the designator of the next ATS route segment, even if the same as the previous one,

OR by DCT, if the flight to the next point will be outside a designated route, unless both points are defined by geographical coordinates.

Flights outside designated ATS routes

INSERT points normally not more than 30 minutes flying time or 370 km (200 NM) apart, including each point at which a change of speed or level, a change of track, or a change of flight rules is planned;

OR, when required by appropriate ATS authority(ies),

DEFINE the track of flights operating predominantly in an east-west direction between 70°N and 70°S by reference to significant points formed by the intersections of half or whole degrees of latitude with meridians spaced at intervals of 10° of longitude. For flights operating in areas outside those latitudes, the tracks shall be defined by significant points formed by the intersection of parallels of latitude with meridians normally spaced at 20° of longitude. The distance between significant points shall, as far as possible, not exceed 1 hour's flight time. Additional significant points shall be established as deemed necessary.

For flights operating predominantly in a north-south direction, define tracks by reference to significant points formed by the intersection of whole degrees of longitude with specified parallels of latitude which are spaced at 5°.

INSERT DCT between successive points unless both points are defined by geographical coordinates or by bearing and distance.

USE ONLY the conventions in (1) to (5) below and *SEPARATE* each sub-item by a space.

(1) ATS route (2 to 7 characters)

The coded designator assigned to the route or route segment including, where appropriate, the coded designator assigned to the standard departure or arrival route (e.g. BCKI, B1, R14, UB10, KODAP2A).

(2) Significant point (2 to 11 characters)

The coded designator (2 to 5 characters) assigned to the point (e.g. LN, MAY, HADDY), or, if no coded designator has been assigned, one of the following ways:

Degrees only (7 characters):

2 figures describing latitude in degrees, followed by "N" (North) or "S" (South), followed by 3 figures describing longitude in degrees, followed by "E" (East) or "W" (West). Make up the correct number of figures, where necessary, by insertion of zeroes, e.g. 46N078W.

Degrees and minutes (11 characters):

4 figures describing latitude in degrees and tens and units of minutes followed by "N" (North) or "S" (South), followed by 5 figures describing longitude in degrees and tens and units of minutes, followed by "E" (East) or "W" (West). Make up the correct number of figures, where necessary, by insertion of zeroes, e.g. 4620N07805W.

Bearing and distance from a navigation aid:

The identification of the navigation aid (normally a VOR), in the form of 2 or 3 characters, *THEN* the bearing from the aid in the form of 3 figures giving degrees magnetic, *THEN* the distance from the aid in the form of 3 figures expressing nautical miles. Make up the correct number of figures, where necessary, by insertion of zeros, e.g. a point 180° magnetic at a distance of 40 nautical miles from VOR "DUB" should be expressed as DUB180040.

(3) Change of speed or level (maximum 21 characters)

The point at which a change of speed (5% TAS or 0.01 Mach or more) or a change of level is planned, expressed exactly as in (2) above, followed by an oblique stroke and both the cruising speed and the cruising level, expressed exactly as in (a) and (b) above without a space between them, even when only one of these quantities will be changed.

Examples:

LN/N0284A045
MAY/N0305F180
HADDY/N0420F330
4602N07805W/N0500F350
46N078W/M082F330
DUB180040/N0350M0840

(4) Change of flight rules (maximum 3 characters)

The point at which the change of flight rules is planned, expressed exactly as in (2) or (3) above; as appropriate, followed by a space and one of the following:

VFR if from IFR to VFR
IFR if from VFR to IFR

Examples:

LN VFR
LN/N0284A050 IFR

(5) Cruise climb (maximum 28 characters)

The letter C followed by an oblique stroke; *THEN* the point at which cruise climb is planned to start, expressed exactly as in (2) above, followed by an oblique stroke; *THEN* the speed to be maintained during cruise climb, expressed exactly as in (a) above, followed by the two levels defining the layer to be occupied during cruise climb, each level expressed exactly as in (b) above or the level above which cruise is planned followed by the letters PLUS, without a space between them.

Examples:

C/48N050W/M082F290F350
C/48N050W/M082F290PLUS
C/52N050W/M220F580F620

ITEM 16: DESTINATION AERODROME AND TOTAL ESTIMATED ELAPSED TIME, ALTERNATE AERODROME(S)

Destination aerodrome and total estimated elapsed time (8 characters)

INSERT the ICAO four-letter location indicator of the destination aerodrome followed, without a space, by the total estimated elapsed time,

OR, if no location indicator has been assigned,

INSERT ZZZZ followed, without a space, by the total estimated elapsed time, and SPECIFY in Item 18 the name of the aerodrome, preceded by DEST/

Note - For a flight plan received from an aircraft in flight, the total estimated elapsed time is the estimated time from the first point of the route to which the flight plan applies.

Alternate aerodrome(s) (4 characters)

INSERT the ICAO four-letter location indicator(s) of not more than two alternate aerodromes, separated by a space,

OR, if no location indicator has been assigned to the alternate aerodrome,

INSERT ZZZZ and SPECIFY in Item 18 the name of the aerodrome, preceded by ALTN/

ITEM 18: OTHER INFORMATION

INSERT 0 (zero) if no other information,

OR any other necessary information in the preferred sequence shown hereunder, in the form of the appropriate indicator followed by an oblique stroke and the information to be recorded:

EET/ Significant points or FIR boundary designators and accumulated estimated elapsed times to such points or FIR boundaries, when so prescribed on the basis of regional air navigation agreements, or by the appropriate ATS authority.

Examples:
EET/CAP0745 XYZ0830
EET/EINN0204

RIF/ The route details to the revised destination aerodrome, followed by the ICAO four-letter location indicator of the aerodrome. The revised route is subject to reclearance in flight.

Examples:
RIF/DTA HEC KLAX
RIF/ESP G94 CLA APPH
RIF/LEMD

REG/ The registration markings of the aircraft, if different from the aircraft identification in Item 7.

SEL/ SELCAL Code, if so prescribed by the appropriate ATS authority.

OPR/ Name of the operator, if not obvious from the aircraft identification in Item 7.

STS/ Reason for special handling by ATS, e.g. hospital aircraft, one engine inoperative, e.g. STS/HOSP, STS/ONE ENG INOP.

TYP/ Type(s) of aircraft, preceded if necessary by number(s) of aircraft, if ZZZZ is inserted in Item 9.

PER/ Aircraft performance data, if so prescribed by the appropriate ATS authority.

COM/ Significant data related to communication equipment as required by the appropriate ATS authority, e.g. COM/UHF only.

DAT/ Significant data related to data link capability, using one or more of the letters, S, H, V, and M, e.g. DAT/S for satellite data link, DAT/H for HF data link, DAT/V for VHF data link, DAT/M for SSR Mode S data link.

NAV Significant data related to navigation equipment as required by the appropriate ATS authority, e.g. NAV/INS.

DEP/ Name of departure aerodrome, if ZZZZ is inserted in Item 13, or the ICAO four-letter location indicator of the location of the ATS unit from which supplementary flight plan data can be obtained, if AFIL is inserted in Item 13.

DEST/ Name of destination aerodrome, if ZZZZ is inserted in Item 16.

ALTN/ Name of destination alternate aerodrome(s), if ZZZZ is inserted in Item 16.

RALT/ Name of en route alternate aerodrome(s).

RMK/ Any other plain language remarks when required by the appropriate ATS authority or deemed necessary.

ITEM 19: SUPPLEMENTARY INFORMATION

Endurance

After E/ *INSERT* a 4-figure group giving the fuel endurance in hours and minutes.

Persons on board

After P/ *INSERT* the total number of persons (passengers and crew) on board, when required by the appropriate ATS authority. *INSERT TBN* (to be notified) if the total number of persons is not known at the time of filing.

Emergency and survival equipment

R/ (RADIO) *CROSS OUT* U if UHF on frequency 243.0 MHz is not available. *CROSS OUT* V if VHF on frequency 121.5 MHz is not available. *CROSS OUT* E if emergency location beacon-aircraft (ELBA) is not available.

S/ (SURVIVAL EQUIPMENT) *CROSS OUT* all indicators if survival equipment is not carried. *CROSS OUT* P if polar survival equipment is not carried. *CROSS OUT* D if desert survival equipment is not carried. *CROSS OUT* M if maritime survival equipment is not carried. *CROSS OUT* J if jungle survival equipment is not carried.

J/ (JACKETS) *CROSS OUT* all indicators if life jackets are not carried. *CROSS OUT* L if life jackets are not equipped with lights. *CROSS OUT* F if life jackets are not equipped with fluorescent. *CROSS OUT* U or V or both as in R/ above to indicate radio capability of jackets, if any.

D/ (DINGHIES) (NUMBER) *CROSS OUT* indicators D and C if no dinghies are carried, or *INSERT* number of dinghies carried; and

(CAPACITY) *INSERT* total capacity, in persons, of all dinghies carried; and

(COVER) *CROSS OUT* indicator C if dinghies are not covered; and

(COLOR) *INSERT* color of dinghies, if carried.

A/ (AIRCRAFT COLOR AND MARKINGS) *INSERT* color of aircraft and significant markings.

N/ (REMARKS) *CROSS OUT* indicator N if no remarks, or *INDICATE* any other survival equipment carried and any other remarks regarding survival equipment.

C/ (PILOT) *INSERT* name of pilot-in-command.

2.3. Filed by

INSERT the name of the unit, agency, or person filing the flight plan.

2.4. Acceptance of the flight plan

Indicate acceptance of the flight plan in the manner prescribed by the appropriate ATS authority.

2.5. Instructions for insertion of COM data

Items to be completed:

COMPLETE the top two shaded lines of the form, and *COMPLETE* the third shaded line only when necessary, in accordance with the provisions in PANS-RAC, Part IX, 2.1.2, unless ATS prescribes otherwise.

3. Instructions for the Transmission of a Filed Flight Plan (FPL) Message

Correction of obvious errors

Unless otherwise prescribed, *CORRECT* obvious format errors and/or omissions (i.e. oblique stokes) to ensure adherence as specified in Section 2.

Items to be transmitted

TRANSMIT items as indicated hereunder, unless otherwise prescribed:

(a) the items in the shaded lines, above Item 3;

(b) commencing with <<≡ (FPL of Item 3:

all symbols and data in the unshaded boxes down to the)<<≡ at the end of Item 18, additional alignment functions as necessary to prevent the inclusion of more than 69 characters in any line of Items 15 and 18. The alignment function is to be inserted only in lieu of a space so as not to break up a group of data, letter shifts and figure shifts (not preprinted on the form) as necessary;

(c) the AFTN Ending, as described below:

End-of-Test Signal

(a) one LETTER SHIFT

(b) two CARRIAGE RETURNS, one LINE FEED

Page-feed Sequence

Seven LINE FEEDS

End-of-Message Signal

Four of the letter N.

4. Instructions for the transmission of a supplementary flight plan (SPL) message

Items to be transmitted

Transmit items as indicated hereunder, unless otherwise prescribed:

(a) AFTN Priority Indicator, Addressee Indicators <<≡, Filing Time, Originator Indicator <<≡ and, if necessary, specific identification of addressees and/or originator;

(b) commencing with <<≡ (SPL:

all symbols and data in the unshaded areas of boxes 7, 16, and 18, except that the ') ' at the end of box 18 is not to be transmitted, and then the symbols in the unshaded area of box 19 down to and including the)<<≡ of box 19,

additional alignment functions as necessary to prevent the inclusion of more than 69 characters in any line of Items 18 and 19. The alignment function is to be inserted only in lieu of a space, so as not to break up a group of data, letter shifts and figure shifts (not preprinted on the form) as necesssary;

(c) the AFTN Ending, as described below:

END-of-Text Signal

(a) one LETTER SHIFT

(b) two CARRIAGE RETURNS, one LINE FEED

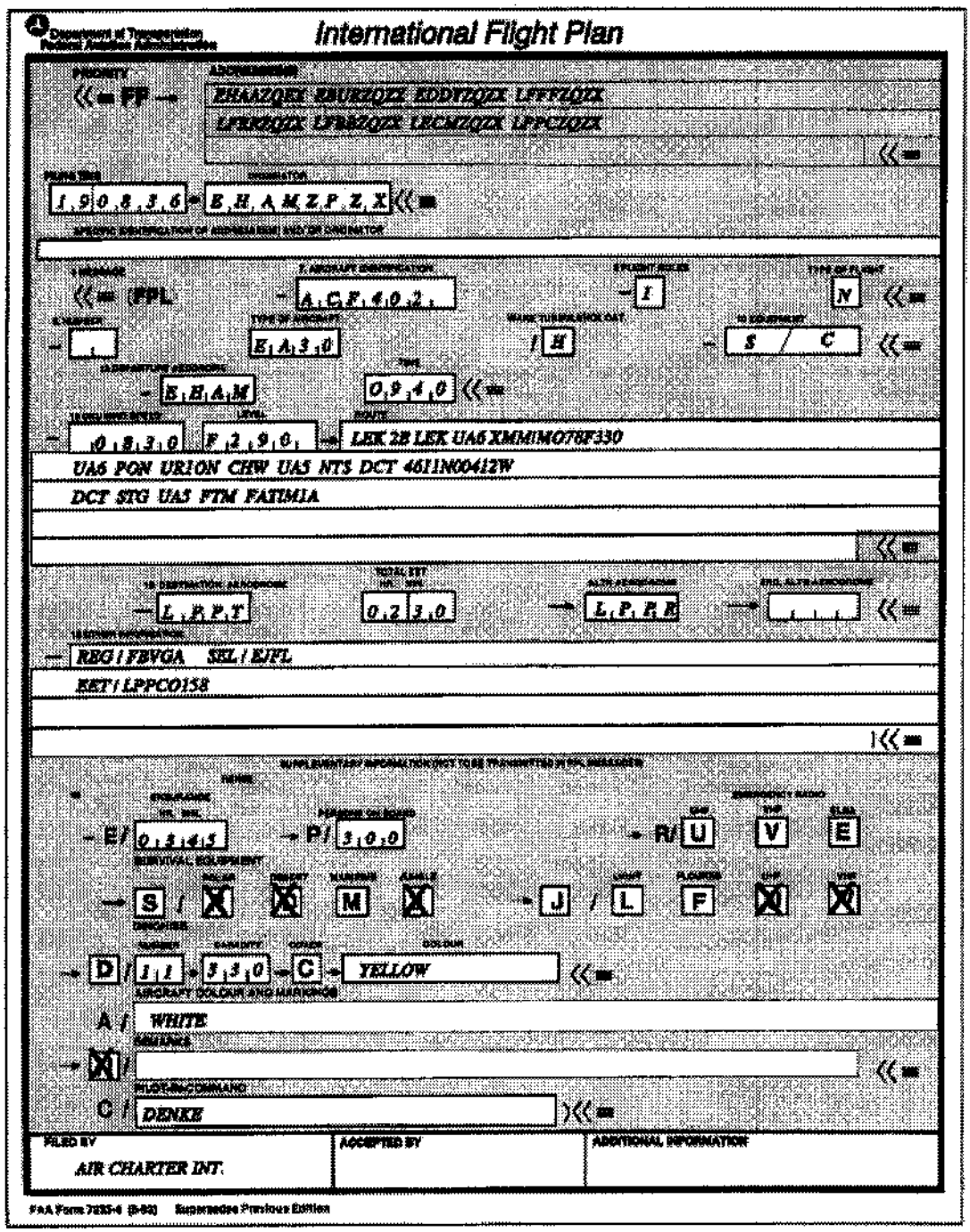
Page-feed Sequence

Seven LINE FEEDS

End-of-Message Signal

Four of the letter N.

5. ICAO Model Flight Plan Form



6. ICAO Model Flight Plan Form, Reverse Side

Pre-Flight Pilot Checklist

Aircraft Identification | Time of Briefing

		Remarks	Report Weather Conditions Aloft			
WEATHER (Including Attachments)	☐ Present		Report immediately weather conditions encountered - particularly visual type, upper cloud layers, thunderstorms, ice, turbulence, winds and temperature.			
	☐ Forecast		Position	Altitude	Time	Weather Conditions
WEATHER (En Route)	☐ Present					
	☐ Forecast					
	☐ PIREPS					
WINDS ALOFT	☐ Best Cruising Alt.					
NAV AID & COMMUNICATIONS	☐ Designator					
	☐ En Route					
AIRPORT CONDITIONS	☐ Destination					
	☐ Alternate					
ADIZ	☐ Airspace Restrictions					

Civil Aircraft Pilots

FAR Part 91 states that each person operating a civil aircraft of U.S. registry over the high seas shall comply with annex 2 to the Convention of International Civil Aviation, International Standards - Rules of the Air. Annex 2 requires the submission of a flight plan containing items 1-19 prior to operating any flight across international waters. Failure to file could result in a civil penalty not to exceed $1,000 for each violation (Section 901 of the Federal Aviation Act of 1958, as amended).

Check data as soon as practicable after entering foreign airspace, as our international data may be inaccurate or incomplete.

Agency Display Of Estimated Burden For International Flight Plan

This public report burden for this collection of information is estimated to average 2.5 minutes per response.

If you wish to comment on the accuracy of the estimate or make suggestions for reducing this burden, please direct your comments to OMB and the FAA at the following addresses.

Office of Management and Budget
Paperwork Reduction Project 2120-0026
Washington, DC 20503

-and-

U.S. Department of Transportation
Federal Aviation Administration
Terminal and Flight Services
Operations and Procedures, ATO-120
800 Independence Avenue, SW
Washington DC 20591

Please DO NOT RETURN your form to either of these addresses

7. ICAO Model Repetitive Flight Plan (RPL) Listing Form

REPETITIVE FLIGHT PLAN LISTING

A OPERATOR	B ADDRESSEE(S)	C DEPARTURE AERODROME(S)	D DATE ____ yymmdd	E SERIAL NO. ____	F PAGE OF ___/___
			G SUPPLEMENTARY DATA (Item 18/SAT)		

H *	I VALID FROM yymmdd	J VALID UNTIL yymmdd	K DAYS OF OPERATION 1 2 3 4 5 6 7	L AIRCRAFT IDENTIFICATION (Item 7)	M TYPE OF AIRCRAFT & TURBULENCE CATEGORY (Item 9)	N DEPARTURE AERODROME AND TIME (Item 13)	O ROUTE (Item 15) CRUISING SPEED LEVEL	O ROUTE	P DESTINATION AERODROME AND TOTAL ELAPSED TIME (Item 16)	Q REMARKS

7.1. Instructions for the completion of the Repetitive Flight Plan (RPL) Listing Form

7.2. General

List only flight plans that will operate in accordance with IFR. (Flight rules I in FPL format).

It is assumed that all aircraft are operating as scheduled flights (Type of flight S in FPL format). Otherwise notify in Q (Remarks).

It is assumed that all aircraft operating on RPL's are equipped with 4,096-code transponders with Modes A and C. Otherwise, notify Q (Remarks).

List flight plans in alphabetical order of the location indicator of the departure aerodrome.

List flight plans for each departure aerodrome in chronological order of estimated off-block times.

Adhere closely to the data conventions as indicated for the Flight Plan Form unless otherwise specifically indicated in 7.5.

Insert all clock times in 4 figures UTC.

Insert all estimated elapsed times in 4 figures (hours and minutes).

Insert data on a separate line for each segment of operations with one or more stops; i.e., from any departure aerodrome to the next destination aerodrome even though the call sign or flight number is the same for multiple segments.

Clearly identify additions and deletions in accordance with Item H at 7.4. Subsequent listings shall list the corrected and added data, and deleted flight plans shall be omitted.

Number pages by indicating number of pages and total number of pages in submission.

Utilize more than one line for any RPL where the space provided for items O and Q on one line is not sufficient.

7.3. A flight shall be cancelled as follows:

1) Indicate a minus sign in item H followed by all other items of the cancelled flight;

2) Insert a subsequent entry denoted by a plus sign in item H and the date of the last flight in item J, with all other items of the cancelled flight unchanged.

7.4 Modification to a flight shall be made as follows:

1) carry out the cancellation as indicated in 7.3, and

2) insert a third entry giving the new flight plan(s) with the appropriate items modified as necessary, including the new validity dates in items I and J.

Note - All entries related to the same flight will be inserted in succession in the order specified above.

7.5. Instructions for insertion of RPL data

Complete Items A to Q as indicated hereunder:

ITEM A: OPERATOR

INSERT name of operator.

ITEM B: ADDRESSEE(S)

INSERT name of agency(ies) designated by States to administer RPL's for FIR's or areas of responsibility concerned with the route of flight.

ITEM C: DEPARTURE AERODROME(S)

INSERT location indicator(s) of departure aerodrome(s).

ITEM D: DATE

INSERT on each page of submission the date (year, month, day) in a 6-figure group that the listing was submitted.

ITEM E: SERIAL NO.

INSERT serial number of submission (2 numerics) indicating last two digits of year, a dash, and the sequential number of the submission for the year indicated (start with numeral 1 each new year).

ITEM F: PAGE OF

INSERT page number and total number of pages submitted.

ITEM G: SUPPLEMENTARY DATA AT

INSERT name of contact where information normally provided under Item 19 of the FPL is kept readily available and can be supplied without delay.

ITEM H: ENTRY TYPE

INSERT a minus sign(-) for each flight plan that is to be deleted from the listing.

INSERT a plus sign (+) for each initial listing and, in the case of subsequent submissions, for each flight plan not listed in the previous submission.

Note - No information is required under this item for any flight plan which is unchanged from the previous submission.

ITEM I: VALID FROM

INSERT first data (year, month, day) upon which the flight is scheduled to operate.

ITEM J: VALID UNTIL

INSERT last date (year, month, day) upon which the flight is scheduled to operate as listed, or UKN if the duration is unknown.

ITEM K: DAYS OF OPERATION

INSERT number corresponding to the day of the week in the appropriate column; Monday = 1 through Sunday = 7.

INSERT 0 for each day of nonoperation in the appropriate column.

ITEM L: AIRCRAFT IDENTIFICATION (Item 7 of the ICAO flight plan)

INSERT aircraft identification to be used for the flight.

ITEM M: TYPE OF AIRCRAFT AND WAKE TURBULENCE CATEGORY (Item 9 of the ICAO flight plan)

INSERT appropriate ICAO designator as specified in ICAO Doc 8643 - Aircraft Type Designators.

INSERT H, M, or L indicator as appropriate:

H - HEAVY to indicate an aircraft type with a maximum certificated take-off mass of 136,000 kg or more;

M - MEDIUM to indicate an aircraft type with a maximum certificated take-off mass of less than 136,000 kg but more than 7,000 kg; or

L- LIGHT to indicate an aircraft type with a maximum certificated take-off mass of 7,000 kg or less.

ITEM N: DEPARTURE AERODROME AND TIME (Item 13 of the ICAO flight plan)

INSERT location indicator of the departure aerodrome.

INSERT the off-block time, i.e., the estimated time that the aircraft will commence movement associated with departure.

ITEM O: ROUTE (Item 15 of the ICAO flight plan)

(a) Cruising Speed

INSERT the true airspeed for the first or whole cruising portion of the flight in accordance with Item 15(a) of the ICAO flight plan.

(b) Cruising Level

INSERT the planned cruising level for the first or whole portion of the route in accordance with Item 15(b) of the ICAO flight plan.

(c) Route

INSERT the entire route in accordance with Item 15(c) of the ICAO flight plan.

ITEM P: DESTINATION AERODROME AND TOTAL ESTIMATED ELAPSED TIME (Item 16 of the ICAO flight plan)

INSERT location indicator of the destination aerodrome.

INSERT the total estimated elapsed time.

ITEM Q: REMARKS

INSERT items of information as required by the appropriate ATS authority, items normally notified in Item 18 of the ICAO flight plan and any other information pertinent to the flight of concern to ATS.

8. Example of a Completed Repetitive Flight Plan (RPL) Listing Form.

REPETITIVE FLIGHT PLAN LISTING

A OPERATOR	B ADDRESSEE(S)	C DEPARTURE AERODROME(S)	D DATE (yymmdd)	E SERIAL NO.	F PAGE OF
BRITISH AIRWAYS	UK STORED FLIGHT PLAN OFFICE [illegible] Chef de la Subdivision Informatique [illegible] rue de Champagne [illegible] Athis-Mons France	EGLL	[illegible]	[illegible]	[illegible] / [illegible]
			G SUPPLEMENTARY DATA (Item 19) AT: BAW Briefing Office		

H	I	J	K							L	M		N		O			P		Q
+ / -	VALID FROM (yymmdd)	VALID UNTIL (yymmdd)	DAYS OF OPERATION 1	2	3	4	5	6	7	AIRCRAFT IDENTIFICATION (Item 7)	TYPE OF AIRCRAFT & TURBULENCE CATEGORY (Item 9)		DEPARTURE AERODROME AND TIME (Item 13)		ROUTE (Item 15) CRUISING SPEED	LEVEL	ROUTE	DESTINATION AERODROME AND TOTAL ELAPSED TIME (Item 16)		REMARKS
+	[illegible]	[illegible]	1	2	3	4	5	6	7	[illegible]	[illegible]	M	EGLL	[illegible]	[illegible]	[illegible]	A1E UA1E DPE UA16 MAN	LFPG	[illegible]	
+	[illegible]	[illegible]	1	2	3	4	5	6	7	[illegible]	[illegible]	M	EGLL	[illegible]	[illegible]	[illegible]	A1E UA1E DPE UA16 MAN	LFPG	[illegible]	
+	[illegible]	[illegible]	1	0	3	0	5	0	7	[illegible]	[illegible]	M	EGLL	[illegible]	[illegible]	[illegible]	A1E UA1E DPE UA16 MAN	LFPG	[illegible]	
+	[illegible]	[illegible]	0	0	0	0	0	0	7	[illegible]	[illegible]	M	EGLL	[illegible]	[illegible]	[illegible]	A1E UA16 RBT UA6 MTL			
																	UA6W STP DCT GL	LFMN	[illegible]	
-	[illegible]	[illegible]	0	0	0	0	0	0	7	[illegible]	[illegible]	M	EGLL	[illegible]	[illegible]	[illegible]	A1E UA1E DPE UA16 MAN	LFPG	[illegible]	CHARTERED ACFT
+	[illegible]	[illegible]	0	0	0	0	0	0	7	[illegible]	[illegible]	M	EGLL	[illegible]	[illegible]	[illegible]	A1E UA1E DPE UA16 MAN	LFPG	[illegible]	CHARTERED ACFT